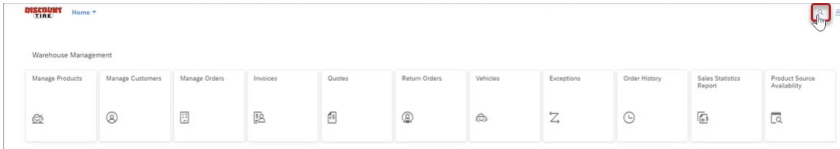
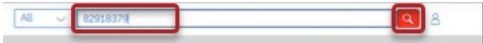
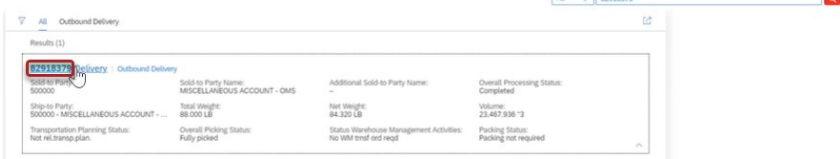


Find the Order Number with the Delivery Document Number

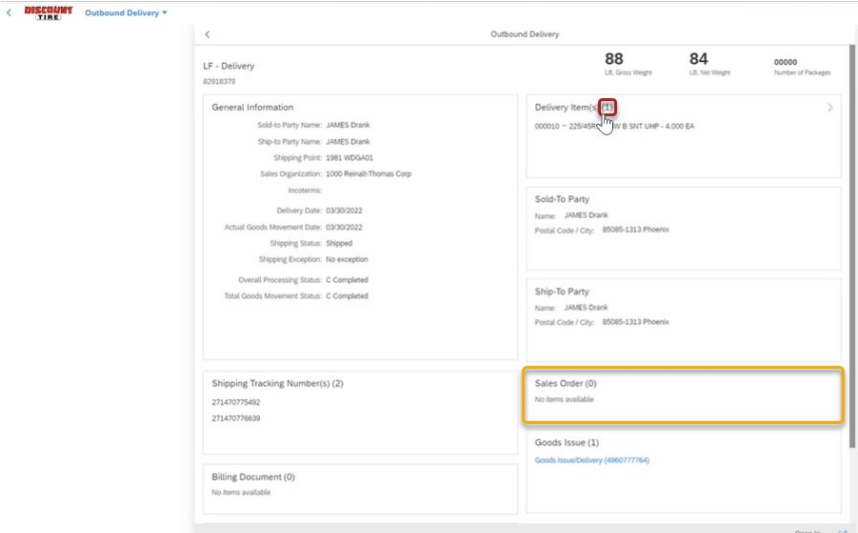

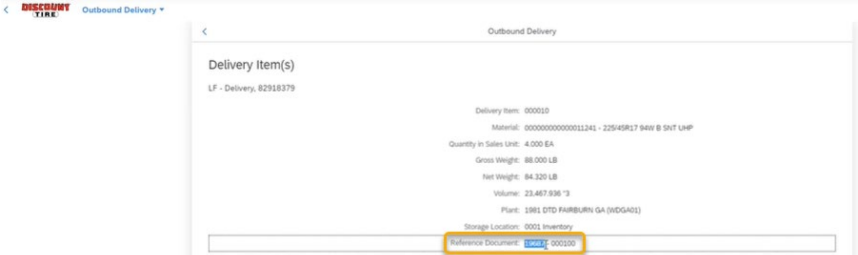

Introduction	The Fiori Sales App (FSA) is a product of SAP. It is an online application that interfaces with the Order Management System for Discount Tire.
Purpose	These directions provide the steps for finding an order number by searching using a delivery document number.

Find the Order Number with the Delivery Document Number

Follow these steps to find an order number with a delivery document number:

Step	Action
1	Click the magnifying glass icon. <div></div>
2	Type the delivery number in the 'Search' bar, click the magnifying glass or hit the Enter key. <div></div>
3	In the Results pop-up window, click the delivery number link. <div></div>

Find the Order Number with the Delivery Document Number (continued)

4	<p>Check the Sales Order box to see if the order number is being displayed there. Otherwise, click the number in the 'Delivery Item(s)' box; in this example, click (1).</p> 
5	<p>Click anywhere on the line item in the 'Delivery Item(s)' field.</p> 
6	<p>The order number can be found on the Reference Document line. Copy the order number.</p> 
7	<p>To return to the dashboard, click the Discount Tire logo.</p> 

View Order Number

Follow these steps to view the order number:

Step	Action
8	Click Manage Orders .
9	Click the ' Order Number ' field and type or paste the order number. Hit the Enter key to search the order number.
10	In the Order(s) table, click the order number link.

View Notes

Follow these steps to view the Notes tab:

Step	Action
1	When the order number is open, click the ' Notes ' tab.
2	When the 'Notes' tab is open, click Edit Notes .

**View Notes
(continued)****3**

Use the 'Special Instructions' box for any notes the DCs need to add. When the special instructions notes are done, click **Save**.

Discount Tire Order #19687

Transaction Type: MAIL_ORDER
Purchase Order Type: Agent ID
Purchase Order Number: No Customer PO
Shipped To Type: BDC
Alt Account Number:

Sold to: JAMES Drank
24200 N 20th Dr
Ste 134 Bldg C
Phoenix, AZ 85085-1313
904-662-0605
jdrank@discounttire.com

Ship to: JAMES Drank
24200 N 20th Dr
Ste 134 Bldg C
Phoenix, AZ 85085-1313
904-662-0605
jdrank@discounttire.com

Tax Exception: ☐
Incomplete Order: ☐
Created By: 03/30/2022
Last Updated: 03/30/2022

Delivery Block: ☐
Shipping Method: FBO (Full-Service HOME DELIVERY)
Processor: T_ON_ARM
Response Code: A (Checks successful)
Authorization Block: ☐

Sub-Total: 281.72 USD
Tax: 28.86 USD
Total Shipping: 0.00 USD
Order Total: 310.58 USD
Status: Completed

Notes

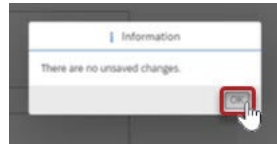
Special Instructions

For Code

Agent Notes

4

In the Information pop-up window, click **OK**.

**5**

On the main order menu bar, click **Send Notification**.

Discount Tire Order #19687

Transaction Type: MAIL_ORDER
Purchase Order Type: Agent ID
Purchase Order Number: No Customer PO
Shipped To Type: BDC
Alt Account Number:

Sold to: JAMES Drank
24200 N 20th Dr
Ste 134 Bldg C
Phoenix, AZ 85085-1313
904-662-0605
jdrank@discounttire.com

Ship to: JAMES Drank
24200 N 20th Dr
Ste 134 Bldg C
Phoenix, AZ 85085-1313
904-662-0605
jdrank@discounttire.com

Tax Exception: ☐
Incomplete Order: ☐
Created By: 03/30/2022
Last Updated: 04/11/2022

Delivery Block: ☐
Shipping Method: FBO (Full-Service HOME DELIVERY)
Processor: T_ON_ARM
Response Code: A (Checks successful)
Authorization Block: ☐

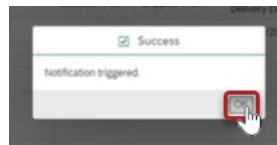
Sub-Total: 281.72 USD
Tax: 28.86 USD
Total Shipping: 0.00 USD
Order Total: 310.58 USD
Status: Completed

Items

Article	Brand	Article Description	Vehicle	Assembly	LFR	Sourced From	Shipped From	Requested Delivery Date	Price	Overhead Price	FET	Quantity	Unit Price	Rejection Reason	Item Number	Parent Item Number	Item Category
11241	SENTURY	225-45R17 94H 9 30T LMP	2014 Subaru Impreza WRX Sedan	22545-07		WDS401	WDS401	03/30/2022	70.43	0.00	0.00	4	281.72		281		2706

6

On the Success pop-up window, click **OK**.

**Contact**

Contact the Service Desk at support@discounttire.com or 800-366-4399.